

TO: Members of the Stafford County Community Policy and Management Team

FROM: Donna Krauss
Assistant to the County Administrator
For Human Services

DATE: February 19, 2015

RE: Minutes from the December 15, 2014 meeting
Notice of the January 26, 2015 meeting

Enclosed please find the minutes from our last CPMT meeting. If there are any questions, changes, or comments, please call me at 658-4622.

Our next meeting is scheduled for January 26, 2015 at 2:00 p.m. in the ABC Conference Room.

Thank you.

**County of Stafford Community Policy and Management Team
ABC Conference Room- Stafford County Government Center
Minutes December 15, 2014 - 2:00 pm**

Call to order- The meeting of the Stafford CPMT was called to order at 2:00 pm.

- Present were: Mr. Ronald Branscome (RACSB-Chairman), Mr. Ronald Lynch for Mr. Vincent Butaitis (Department of Juvenile Justice), Ms. Jean Johnson (Health Department), Ms. Laura Sellers (Stafford County Board of Supervisors), Ms. Sue Clark (Stafford County Public Schools), Mr. Bill Tignor (parent representative), and Mr. Michael Muse (Stafford DSS)
- Others: Ms. Donna Krauss (Assistant to the County Administrator for Human Services), Mr. Anthony Romanello (County Administrator and CSA Fiscal Agent), and Ms. Stephanie Beamer (Coordinator for Human Services)
- Absent: Ms. Debe Fults (DisAbility Resource Center) and Mr. Vincent Butaitis (Department of Juvenile Justice)

1. Approval of the Minutes- The minutes to the October 20, 2014 meeting were reviewed by the CPMT members. A motion was made to approve the minutes, seconded, and approved. 5 yes 0 no vote

2. Public Comment – No requests for public comment

3. CSA Program financial report- Human Services Office staff

4. Supplemental Foster Care Expenditures and Notification of Payments to CPMT-

- Mr. Michael Muse presented the expenditures and payment notifications for October 2014 and November 2014. A motion was made to approve the expenditures and notification of payments, seconded, and approved. 6 yes 0 no vote

5. CPMT old business-

- Human Services Office staff provided the Team with a status update on establishing 3rd party collections with Transworld Systems Inc. Human Services staff has initiated the process to open an account with the TSI Company to start collections. Currently there are 10 cases for submission.
- Mr. Michael Muse presented a draft of the Community Policy and Management Team Long Range Plan for 2015 as determined by the CPMT sub-committee. A motion was made to approve the goals as written, seconded, and approved. 7 yes 0 no

6. CPMT new business-

- Human Service staff requested that the Team rescind a decision to write-off a co-payment amount and allow for further collection. A motion was made to rescind the write-off amount, seconded, and approved. 7 yes 0 no
- Ms. Donna Krauss presented the Team with a request from the Office of Comprehensive Services (OCS) for localities to determine how much of the funds allocated for the Students with Disabilities funding category they will not be utilizing this fiscal year in order to reallocate

funds to other localities. The Team determined that they were not willing to make any reductions to the allocation.

7. Other business-

- No other business

8. Adjournment- As there was no other business the Team agreed to meet on January 26, 2015.

Ms. Donna S. Krauss
Assistant to the County Administrator
For Human Services

Date

Mr. Michael Muse
Secretary

Date